

AGENDA: January 27, 2004

4.4

CATEGORY: Consent

DEPT.: Human Relations Commission

TITLE: Diversity Youth Forum—Authorization
for Financial Support

RECOMMENDATION

1. Authorize the Human Relations Commission to provide \$1,000 in financial support to the Diversity Youth Forum event scheduled for March 5, 2004.
2. Waive the requirement for the funding authorization to be referred to the Council Finance Committee prior to Council action on the request pursuant to Section 4(d)(1) of City Council Policy A-8—Service Organization Funding Policy.

FISCAL IMPACT

There are sufficient funds available in the Human Relations Commission's FY 2003-04 budget to cover this expense.

BACKGROUND AND ANALYSIS

Diversity Youth Forum

At its January 8, 2004 meeting, the City's Human Relations Commission (Commission) received a request from Chike Nwoffiah, Executive Director of Oriki Theater, to provide \$1,000 in financial support to the 2004 Diversity Youth Forum (Attachment 1).

The Diversity Youth Forum (Forum) is an annual program that brings more than 100 students from local high schools and middle schools together for a full day of discussion and activities relating to issues of diversity. The Forum's mission is to create a generation of youth that has a healthy appreciation and acceptance of the rich diversity in our community.

Since its start in 1998, more than 1,000 students and teachers have participated in the annual event.

The theme of the 2004 Forum scheduled for Friday, March 5, 2004, will be "Dis...Respect" with discussions and activities focusing on issues related to respect.

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The Forum is presented by the Oriki Theater and Mountain View Chamber of Commerce. The program is primarily supported by community volunteers who plan, facilitate and staff the event. However, certain costs in support of Forum activities are incurred each year. Projected expenses for the 2004 event are \$4,600.

Participant Supplies (Binders, etc.)	\$ 750
Certificates	50
Mailing and Postage	100
Printing and Photocopying	100
Banners	400
Breakfast	450
Lunch	750
Film Editing	400
Web Site Development and Maintenance	1,500
Miscellaneous	<u>1,000</u>
 TOTAL	 \$4,600

To date, a total of \$2,000 in sponsorship funding has been secured for the 2004 Forum. Other sponsorship funding requests have been made and are awaiting responses.

The \$1,000 in financial support requested of the Commission would be used to pay for the editing expenses associated with the film clip that will be used at the beginning of the Forum to speak to the theme, set the tone and provoke dialogue for the ensuing Forum event. This year's film clip will feature interviews with local teens. The raw footage has been gathered, but \$400 is needed to edit the film and have it ready for the Forum on March 5. The remaining \$600 will be used to support the design of a web site for the Forum. The web site being created will be used to announce the 2004 and future Forum events and also allow Forum participants and others to continue a dialogue regarding diversity between Forum events.

Regardless of whether the Commission provides financial support to the 2004 Forum, the Commission will provide other support to the event by having some of its members attend the Forum and serve as discussion facilitators and/or provide other staff support to the event.

City Council Policy A-8—Service Organization Funding Policy

City Council Policy A-8—Service Organization Funding Policy—requires funding requests from outside agencies received outside of the budget process to be presented to the Council

Finance Committee so a recommendation regarding the funding request can be provided to the full City Council for action (Attachment 2).

Although the funding request from the Forum was received outside the budget process, the Commission requests that the City Council waive the requirement for the Council Finance Committee to review the funding request prior to the Council taking action on the request based on the following considerations:

- The Commission's FY 2003-04 Work Plan (approved by the City Council on August 19, 2003—Attachment 3) includes a "focus on diversity" item that specifically lists the Diversity Youth Forum as one of the diversity-related events in the community the Commission would explore participation/sponsorship opportunities with.
- There are sufficient funds in the Commission's FY 2003-04 budget to cover this expense. No additional appropriation of funds is required.
- Requiring Council Finance Committee discussion of this funding request prior to Council action will delay a decision on the request. The Commission would like to respond to the funding request as quickly as possible so that the Forum presenters can finalize plans and details for the Forum based on a definitive budget amount.

CONCLUSION

The Commission requests that the City Council authorize the Commission to provide the \$1,000 in requested financial support to the 2004 Diversity Youth Forum and that the requirement for the Council Finance Committee to review and act on the request prior to Council action of the request be waived.

PUBLIC NOTICING

In addition to distributing this report in accordance with the City's standard agenda posting requirements, copies of the report were sent to the Oriki Theater and Mountain View Chamber of Commerce.

Prepared by:

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Human Relations Commission

WB/LF/9/CAM/601-01-27-04M-3^

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- Attachments:
1. Excerpt from Draft Minutes January 8, 2004 Human Relations Commission Meeting
 2. Excerpt from City Council Policy A-8—Service Organization Funding Policy
 3. FY 2003-04 Human Relations Commission Work Plan (as approved on August 19, 2003)